



## SOUTH DAKOTA BOARD OF NURSING

4305 S. Louise Ave., Suite 201 | Sioux Falls, SD 57106-3115  
605-362-2760 | <https://doh.sd.gov/boards/nursing/>

### MATP Program Requirements

**Program instruction must be no less than 20-hours:** 16-hours didactic and 4-hours clinical/lab. Instructors must use a Board approved curriculum for the 16-hour didactic portion of course. Instructors must ensure the 4-hour clinical/lab portion of course is taught by approved RN instructor; and that clinical skills are validated using the Board's Clinical Skills Checklist. *Annual re-validation of UMA skills is encouraged.*

#### Primary RN Instructors, ensure the following is met:

1. Your MATP is currently listed as an approved program on the SDBON's website.
2. All instructors are licensed RNs with a minimum of 2 years nursing experience. Verify current licensure status on the SDBON's website or via [www.Nursys.org](http://www.Nursys.org).
3. Review [Curriculum Content Guide](#) to ensure all required content is taught.
4. Use [Enrolled Student Log Form](#) to meet program documentation requirements. This form does not need to be submitted to the BON but should be maintained by employer per agency policy.
5. Use an approved curriculum to teach the 16-hour didactic portion of course; more than one curriculum may be used.

#### Approved Curriculums *See websites for more information*

- Sorrentino, S. & Remmert, L. (2009). Mosby's Textbook for Medication Assistants. May be purchased from [Elsevier](#) or vendor of choice. RN instructor should use textbook to teach 16-hour portion of course, refer to Curriculum Content Guide. Instructor is also responsible to teach the 4-hour clinical/lab and to validate skills.
  - Optional Teaching Resources:
    - i. [Workbook for Mosby's Textbook for Medication Assistants](#)
    - ii. [Delegation Decision-Making Algorithm](#)
  - [Avera Education & Staffing Solutions \(AESS\)](#) Taught by approved RN instructor. Includes 1 hour of clinical; remaining 3 hours with skills validation must be taught at the practice site/facility by an RN instructor approved by the Board.
  - [EduCare](#) Taught by approved RN instructor. Does not include the 4-hour clinical/lab and validation of skills, this portion of program must be taught at the practice site/facility by an RN instructor approved by the Board.
  - [We Care Online](#) Taught by approved RN instructor. Does not include the 4-hour clinical/lab and validation of skills, this portion of program must be taught at the practice site/facility by an RN instructor approved by the Board.
  - SD Community Mental Health Facilities: approved for use by agencies certified through the [SD Department of Social Services](#). Email [Tessa Stob](#) for more information.
6. Ensure the 4-hour clinical/lab instruction and skills validation is completed using the required [Clinical Skills Checklist](#). The checklist does not need to be submitted to the BON but should be maintained by employer per agency policy. Additional agency specific checklists may also be used.
  7. Provide a completion certificate to successful students.
    - A certificate template will be emailed to the primary RN instructor upon approval of the MATP.



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# Medication Aide Training Program Curriculum Content Guide

- **16-hour didactic content:** the primary RN instructor is responsible to ensure all content listed in this guide is taught. Approved online curriculum instructors meet this requirement.
- **Lab/Clinical Content:** an approved RN instructor is responsible to provide the 4-hour clinical/lab using the Clinical Skills Checklist.

Curriculum Requirements Listed in ARSD 20:48:04.01:15	Example of Curriculum Content Outline	Approximate Timeframe	Teaching methodology Example: lecture, self-study, online, case study
1) General information relevant to the administration of medications, including: a) Governmental regulations related to the practice of nursing, the administration of medication, and the storage, administration and recording of controlled substances; b) Ethical issues; c) Terminology, abbreviations and symbols; d) Medication administration systems; e) Forms of medication; f) Procedures and routes of medication administration; g) Medication references available h) The role of unlicensed assistance personnel in administering medications i) The rights of medication administration; and j) Infection Control policies and procedures	1. General Information: <ul style="list-style-type: none"> <li>• Governmental regulations related to medication administration</li> <li>• Ethical issues</li> <li>• Terminology, abbreviations, and symbols</li> <li>• Medication administration systems;</li> <li>• Forms of medication;</li> <li>• Procedures and routes of medication administration</li> <li>• Medication references</li> <li>• Role of UAP in administering medications</li> <li>• Rights of medication administration;</li> <li>• Medication Safety &amp; Infection control</li> </ul>	7 hrs	Chapters for the Mosby textbook:  1: The Medication Assistant 2: Delegation 3: Ethics and Law 8: Drug Orders & Prescriptions 9: Medication Safety 6: Basic Pharmacology 9: Medication Safety 10: Oral, Sublingual, Buccal 11: Topical 12: Eye, Ear, Nose, Inhaled 13: Vaginal, Rectal
Tests are developed for each unit in curriculum. ARSD 20:4804.01:14	Administer unit 1 test	0.5 hr	See review questions in Mosby text to develop test. Determine a passing score, e.g. 85%; allow students to retake test once. Use <u>Student Log Form</u> to record scores.
An overview of the major categories of medications related to the body systems, including: Cardiovascular; Endocrine; Gastrointestinal; Integumentary; Musculoskeletal; Nervous; Reproductive; Respiratory; Sensory; Urinary; and Immune.	2. Overview of major categories of medications related to the body systems.	5.5 hrs	Chapters for the Mosby textbook:  5. Body Structure, Function 7. Life Span Considerations
Unit Test	Administer unit 2 test	0.5 hr	See review questions in Mosby text to develop test. Determine a passing score, e.g. 85%; allow students to retake test once. Use <u>Student Log Form</u> to record scores.

3) Additional instruction shall include those categories of medications relevant to the healthcare setting where the unlicensed person will be employed; and	3. Additional instruction may include those categories of medications relevant to the employee's healthcare setting.	2 hrs	Chapters for the Mosby textbook: 14. Nervous System 15. Mental Health (sensory) 16. Seizure disorders 17. Pain 18. Lower Lipids 19. Hypertension 20. Dysrhythmias 21. Angina, PVD, Heart Failure 22. Diuresis 23. Thrombo-embolic diseases 24. Respiratory diseases 25. Gastro-esophageal/ulcers
4) Clinical or laboratory instruction for the purpose of demonstration of medication administration and evaluation of individual competence.  (ARSD 20:48:04.01:14 Faculty-to-student ratio cannot exceed 1:8 in clinical setting. A 1:1 ratio is required for skills performance evaluation.)	<ul style="list-style-type: none"> <li>• Clinical/laboratory instruction provided with required RN faculty-to-student ratio of 1:8.</li> <li>• Skills performance evaluation completed by RN with required 1:1 faculty-to-student ratio.</li> </ul>	4 hrs	Each student passing unit tests must complete 4 hours of clinical/lab and complete the skills evaluation using the <b><u>Clinical Skills Checklist</u></b> . (Additional checklists may also be used.)  <ul style="list-style-type: none"> <li>• <i>AESS instructor provides 1 hour of clinical lab. Practice site required to provide 3 additional hours and validate individual competence.</i></li> <li>• <i>Educare instructor provides 2 hours of clinical lab. Practice site required to provide 2 additional hours and validate individual competence.</i></li> <li>• <i>WeCare Online instructor provides 2 hours of clinical lab. Practice site required to provide 2 additional hours and validate individual competence.</i></li> </ul>
<b>Required hours: 16 classroom instruction + 4 laboratory instruction 20 hours</b>		<b>Total: 20 hrs</b>	<ul style="list-style-type: none"> <li>• Complete <u>Student Log Form</u></li> <li>• Provide each successful student a Certificate of Completion</li> <li>• Complete UMA registration process</li> </ul>



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Medication Aide Training Program

# Student Log Form

Name of program: \_\_\_\_\_

Enrolled Student Name	Unit 1 Test Score		Unit 2 Test Score		Unit 3 Test Score (if given)		Skills Evaluation		Date Completed & Certificate Awarded	Date Failed & / Or Withdrew From Program & Reason
	1 <sup>st</sup> Attempt	2 <sup>nd</sup> Attempt	1 <sup>st</sup> Attempt	2 <sup>nd</sup> Attempt	1 <sup>st</sup> Attempt	2 <sup>nd</sup> Attempt	Pass	Fail		